



**ACAC Grants Committee
(Arlington Cultural Council)**

Minutes – Feb 14, 2022

7:30 p.m. – 9:00 p.m.

Attendance (p=present, x=absent)

Todd Brunel	p	Brian McMurray	p
Nick Castellano, Recording Secretary	p	Emily Reynolds, Corresponding Secretary	p
Andrew Conway, Treasurer	p	Scott Samenfeld, Publicity Coordinator	p
Susan Larson, Chair	p	Basel Zayed, Guest	p

Minutes

Time: 2/14/22 7:30 PM EST

Confirm Access, Introduce Remote meeting and Provide Instructions:

1. Vote on Approval of Jan 2022 Meeting Minutes

Andrew motioned to approve the Minutes for January 2022. The motion was seconded by Brian. The motion passed unanimously.

2. Discussion of 2021 Grantee Table

a. Vote on any received Final Reports

The final report for Los Olvidados came in from the last grant cycle and seemed to be in compliance with all that is required for the reports.

3. Discussion of 2022 Grant Cycle/Table

a. Grant Announcement

The committee will include publicity announcements in the tracking document to help Scott facilitate our publicity push.

b. Reception Discussion

The committee discussed whether or not we should look into hosting an in-person reception. The committee will pay attention to the Arlington Board of Health's recommendation at the upcoming meetings.

c. Other Business

The committee will include publicity photos for the website and digital media push.

4. Updates:

a. Treasurer Report

Andrew received 11 of the 19 sets of paperwork for the 2022 Grant Cycle. The forms were processed and turned into the town. Checks will likely be sent two weeks from now due to a couple of small administrative delays.

b. Corresponding Secretary

Emily had no updates.

c. Publicity Update

Scott commented that there was a new editor at the Advocate that he will be in contact with about promoting the awards notification. Additionally Todd will shadow Scott in his publicity endeavors this year.

d. ACAC Liaison

Two weeks before the ACAC had a volunteer meeting that Susan presented at and did an excellent job. There was a lot of great response from people that attended and a lot of interested potential volunteers.

5. Files Review Project (Brian)

The committee walked through the new file system proposed by Brian for our Google Drive organization. The committee reviewed the files structure and looked at a couple of options for dealing with current and upcoming year grant cycles. Nick will move files around and ask for feedback in order to finalize the file system. Emily left the meeting at this point.

6. New Member letter of intent

The committee discussed the applicant and Susan motioned to submit Nancy Gray's application to the town council. Nick seconded the motion. The vote was unanimous among all present members.

7. Other business

Basel Zayed, a guest to the committee, introduced themselves and asked some questions about the committee member's roles. The committee needs to do another community input survey and Susan solicited comments for that form. Another option would be to do a meeting. The committee will use a similar survey to last year and will make comments before next month. Scott also presented that Mass Creative had a policy update that focused on the opportunities that will be coming from ARPA. Scott suggested that the ACAC should focus on this.

8. Adjourn

Nick motioned to adjourn. Scott Seconded. The motion passed unanimously. The committee adjourned at 8:35pm.